

## Public Board of Directors action log 2025- 2026

Action Ref	Date of Board	Minute Ref	Item	Action	Update	Lead	Target Date (RAG)
Actions from 2024-2025							
Action 39	29-Jan-25	Item 12	Lived experience report	<p>It was agreed that key areas of focus would be reported back to the Board through the lived experience report to include:</p> <ul style="list-style-type: none"> <li>*insights from Healthwatch into future lived experience reports</li> <li>*taking forward three areas of focus, as discussed in the experience story</li> <li>*assurance about the care opinion piece to be included in future reporting</li> </ul> <p>The carer experience story will be invited back to the Board in 12 months to reflect on what has changed</p>	<p>This has been noted for update report scheduled for July 2025.</p> <p>An update on the carer experience has been noted on the Board work programme.</p>	CJ	Jul-25
Action 41	29-Jan-25	Item 8	Chief Executive's report	In reference to the Trust becoming an anti-racist organisation, it was agreed that an action will be taken to bring a more structured update back to the Board to include the significant work taking place relating to workforce as well as the patient and carer race equality framework (PCREF) and reducing restrictive practice work.	<p>Timing for this has been amended, as agreed at the March Board of Directors. An update on keeping our people safe is planned for the May 2025 meeting.</p> <p><b>Propose action to be closed .</b></p>	CP/CJ	May-25
Action 42	26-Mar-25	Item 1	Experience story	It was agreed that the peer support worker role should be picked up as part of the workforce priorities.	<p>The executive director of people has confirmed that the peer support work role is included in the workforce priorities.</p> <p><b>Action closed</b></p>	CP	May-25
Action 44	26-Mar-25	Item 8	CEO report	It was noted that the RIO stabilisation phase will take place in the following two weeks and it was agreed that an optimisation plan will be brought back to the Board of Directors.	<p>The optimisation plan is scheduled for receipt at the May Board of Directors meeting (private session). <b>Propose action to be closed.</b></p> <p>Rio update briefing is scheduled to be provided to the Council of Governors on the 19 June 2025. <b>Propose action to be closed.</b></p>	PE	May-25

Action 45	26-Mar-25	Item 9	Board committee activity reports	It was reported that during the month of February 2025 there had been no seclusions in any part of the organisation and it was agreed that an update would be included in the Council of Governors report.	An update was included in the Board update report to the Council of Governors in April 2025. <b>Action closed.</b>	DP	May-25
Action 46	26-Mar-25	Item 9	Board committee activity reports - Mental Health Legislation Committee (MHLC)	The Chair noted the update relating to the legal directions and it was requested that a deep dive of this takes place, and that assurance is provided in next update to the Board.	<b>Action in progress:</b> An update will be provided to the Board of Directors following the MHLC meeting in June 2025.	HC	Jul-25
Action 47	26-Mar-25	Item 9	Board committee activity reports - Mental Health Legislation Committee (MHLC)	The concerns raised from the CQC report were noted and it was requested that further assurance on the actions being taken to address this is provided to the Board. It was agreed to provide an update on this in the next report.	<b>Action in progress:</b> an update will be provided following the MHLC meeting in June 2025.	CJ	Jul-25
Action 48	26-Mar-25	Item 10	Research, innovation and effectiveness (RIE) strategy progress and quality improvement bi-annual progress report update	Grant income for estates to support research to be taken forward as part of the CapEx discussions in the Finance and Performance Committee	The agreement was to ensure that the request for the building of a research hub was included in the capital plan which has been done. <b>Action closed.</b>	JD	May-25
Action 49	26-Mar-25	Item 11	Patient safety and learning report	It was requested that further work takes place on report style to provide assurance and learning from patient safety related matters and that future reports include bench marking. It was agreed that a review of operational processes in relation to medication errors would be included in future reporting.	<b>Action in progress:</b> items for future reporting have been noted to be included in the reports to the Board of Directors in July 2025.	CJ	Jul-25

Action 49	26-Mar-25	Item 12	Safe Staffing Report (Clinical Establishment Review progress)	Multi-disciplinary mix on wards to be reported to the People Committee (PC) and the Quality Assurance Committee (QAC).  Future reporting to provide assurance on safe staffing levels in relation to the Board responsibility as per the NQB guidance.	This has been noted on the cross-committee tracker and has been added to the committee work programmes for PC and QAC, noting that an update will be provided to the Board via the AAA reports in July 2025.  <b>Action in progress:</b> an update will be provided in the safer staffing report to the Board in July 2025.	CP/CJ	Jul-25
Action 50	26-Mar-25	Item 15	Guardian of safe working	It was agreed that a report highlighting the medical establishment review and locum usage data in the previous 12 months would be taken to the Finance and Performance Committee	This has been noted on the cross-committee tracker and scheduled for receipt at the Finance and Performance Committee in July 2025. <b>Action closed.</b>	HC	May-25
Action 51	26-Mar-25	Item 16	Independent Mental Health Homicide Review	It was agreed that the next report will connect the work of home first and neighbourhood mental health centre pilot project and a report will go to the May Board of Directors (BoD) prior to the ICB deadline.	A report is scheduled for receipt at the May BoD prior to submission to the ICB. <b>Action proposed to be closed.</b>	CJ	May-25
Action 52	26-Mar-25	Item 17	PLACE (patient led assessment of the care environment)	It was agreed that the Board of Directors will have oversight of the action plan and this is presented at the public Board in May 2025. It was agreed that the report and action plan should be shared at COG prior to the public Board meeting in May	An update and a report was presented to the Council of Governors at the April 2025 meeting. The PLACE report and an update on the action plan is scheduled for receipt at the May 2025 BoD. <b>Propose action to be closed.</b>	JD	May-25
Action 53	26-Mar-25	Item 18	Transformation portfolio report	The Chair requested that monitoring of the Maple improvement work take place at the Finance and Performance Committee (FPC) to ensure that it remains on track and within budget.	This has been noted on the cross-committee referral tracker and was included in the Improvement and Change report to FPC in May. <b>Action closed.</b>	JD	May-25

Action 54	26-Mar-25	Item 20	Financial performance Report	It was agreed that reporting by professional role will be included in future reports to the Finance and Performance Committee (FPC).	This detail was included in the month 12 finance report. <b>Action closed.</b>	PE	May-25
Action 55	26-Mar-25	Item 21	Annual People Strategy (2023-2026) (people delivery plan) report	It was agreed that PDR, supervision, and mandatory training will be added to the workforce priorities.  Short-term sickness data to be presented alongside length of service in the next report to the people committee	It has been confirmed by the executive director of people that PDR, supervision, and mandatory training has been added to the workforce priorities. It has also been confirmed that short term sickness alongside length of service will be reported in the July update to People Committee within the workforce dashboard. <b>Propose action to be closed.</b>	CP	May-25
Action 56	26-Mar-25	Item 23	Board Assurance Framework (BAF) 2024/25	It was agreed that the movement on BAF risk scores and a summary of the main report would be included on the front sheet for future reporting.	<b>Action in progress:</b> The BAF review for 2025-2026 is underway and the report on BAF risks for 2025-2026 is scheduled for receipt at the Board of Directors in July 2025.	DP	Jul-25
Action 57	26-Mar-25	Item 24	Corporate Risk Register	It was agreed that the risk relating to staffing at Forest Lodge be moved to the operational risk register	The risk has been deescalated to the directorate risk register following discussion with the risk owners. <b>Action closed.</b>	AW	May-25
Action 58	26-Mar-25	Item 25	Annual Review of Standing Orders (SO), Standing Financial Instructions (SFI) & Scheme of Delegation	Updates relating to the provider collaborative board, the eating disorders joint committee and any other changes that need to be made following previous changes to the constitution will be brought back to a future Board for agreement	The final revised SO's, SFI's and scheme of delegation are for receipt at the public Board of Directors in May 2025. <b>Propose action to be closed.</b>	PE/DP	May-25
Action 59	26-Mar-25	Item 26	Governance report	GGI well led findings to be reported at Board development session in April 2025	This has been noted on the Board work programme and a Board development session was held in April 2025. <b>Action closed.</b>	AW	Apr-25
RAG rating key	Overdue	In Progress	Propose action to be closed	Action complete			